

renew Louisiana

LOUISIANA DEPARTMENT OF NATURAL RESOURCES

American Recovery and Reinvestment Act of 2009



ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT (EECBG) PROGRAM

Application Forms

SUBMITTAL DEADLINE

4:00 p.m. CST

January 15, 2010

Shaw Environmental & Infrastructure Inc.
Attention: Renew Louisiana EECBG Program
4171 Essen Lane
Baton Rouge, LA 70809



FORM A**Memorandum of Agreement Between the Louisiana Department of Natural Resources
And the Renew Louisiana EECBG Subgrantees**

Date: _____

WHEREAS, the LOUISIANA DEPARTMENT OF NATURAL RESOURCES, hereafter referenced to as DNR, and the PARISH OF _____, hereafter referenced to as The Parish entered into a Memorandum of Agreement on the (date) _____ for the funding received under the Renew Louisiana Energy Efficiency and Conservation Block Grant Program.

NOW, THEREFORE, LDNR acting by and through the Secretary of the Louisiana Department of Natural Resources and The Parish enter into the following Memorandum of Agreement:

SECTION I**Introduction**

LDNR, through its Technology Assessment Division (TAD), will be managing the disbursement of Energy Efficiency and Conservation Block Grant (EECBG) funding allocated by the U.S. Department of Energy (DOE) according to the 2009 American Recovery and Reinvestment Act (ARRA).

Through this program, LDNR will make available \$ _____ to The Parish for purposes of implementing the energy efficiency and conservation projects described in forms A through E of the Renew Louisiana EECBG Program Guidelines, and approved by LDNR. Only expenditures for items listed in the attached forms are allowed.

The Parish will notify LDNR in writing immediately of any changes to the scope or timeline of the project.

SECTION II**Obligations**

The Parish will have overall responsibility for the undertaking of the proposed energy efficiency and conservation project and submitting project progress reports to DNR on a monthly basis. The Parish will comply with the ARRA Special Terms and Conditions document included in the Program Guidelines as Attachment A. In addition, The Parish will be sure to obtain any required permits for the proposed project and comply with applicable federal, state, and municipal laws, codes and regulations for work performed under this award.

LDNR will have the responsibility for assisting The Parish in the approval of the proposed energy efficiency and conservation project, in complying with its reporting requirements, and in providing technical assistance.

ARRA funds are available to The Parish for undertaking energy efficiency and conservation projects up to the approved dollar amount not to exceed the total amount of this memorandum of agreement. Funds made available by LDNR can only be used for energy efficiency and conservation projects approved by LDNR under this agreement.

FORM A**Memorandum of Agreement Between the Louisiana Department of Natural Resources
And the Renew Louisiana EECBG Subgrantees**Method of Payment

The Parish will be reimbursed by LDNR for all allowable expenses incurred in performing the scope of services. The Parish shall report project expenses and submit to LDNR original invoices on a monthly basis. Invoices must provide a breakdown of project expenses by budget categories. No reimbursements will be made for expenditures incurred after the closing budget date unless a budget time period extension has been granted by LDNR prior to the closing date.

Advance payments may only be made upon a showing of good cause or special circumstances, and will be evaluated by LDNR on a case-by-case basis.

Contingency

If the Parish does not expend its funds and/or the project is not performing as expected, LDNR reserves the right to pull the money from The Parish and allocate it to the "Renew Louisiana Competitive Energy Efficiency and Conservation Block Grant Program" or redistribute it to other Subgrantees.

SECTION IIIEffective Date and Duration

This agreement shall become effective upon execution by the parties. It shall remain effective until completion of the Project or until March 14, 2012 whichever is sooner.

THE PARISH OF

LOUISIANA DEPARTMENT
OF NATURAL RESOURCES

BY: _____

Name:

Title:

BY: _____

Scott Angelle

Secretary

Department of Natural Resources

State of Louisiana

Witness: _____

Name:

Title:

Date: _____

FORM B - EECBG Activity Worksheet

Contact Information

Parish:		DUNS no:	
Contact Name:		Title of Contact:	
Mailing Address:		Telephone:	
City:		Email:	
ZIP Code + 4:		Fax Number:	

Project Information

Project Title:

Activity Type:

<input type="checkbox"/> Energy Efficiency Retrofits <input type="checkbox"/> Building Retro-commissioning <input type="checkbox"/> Energy Efficient Transportation Lighting	<input type="checkbox"/> Renewable Energy on Government Buildings <input type="checkbox"/> Building Energy Code Enforcement
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Sector

<input type="checkbox"/> Commercial <input type="checkbox"/> Public <input type="checkbox"/> Industrial <input type="checkbox"/> Institutional <input type="checkbox"/> Other (please list) _____ _____	<input type="checkbox"/> Residential <input type="checkbox"/> Agricultural <input type="checkbox"/> Transportation <input type="checkbox"/> All
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Financial Information

	Amount (\$)	Percent
EECBG Funding Requested		
Proposed Funds Leveraged		
Total Project Cost		100%

FORM B - EECBG Activity Worksheet

Budget Item	(A) EECBG Funding Requested (\$)	(B) Proposed Funds Leveraged (\$)	(C) = (A) + (B) Total (\$)	(C) / Total Project Cost (%)
Equipment/Materials				
Direct Labor				
Administrative Expenses				
Revolving Loans				
Subgrants				
Other (please explain below)				

Other budget items:

Metrics Activity

Jobs Created/Retained:		FTE	GHG Emissions Reduced:		MT CO ₂ e
Annual Electricity Savings:		kWh	Annual Natural Gas Savings:		therms

Signature

I hereby certify that I am authorized to submit this application and that the information presented in this application is true and accurate. In addition, I agree to abide by all the terms and conditions described in the Louisiana Department of Natural Resources "EECBG Program Guidelines", application forms, and all supporting documents.

 Name

 Signature

 Date

FORM C - Project Narrative**Project Narrative**

Provide a description of the proposed project, including goals and objectives and a statement of work (required tasks and activities). The description should also include information on the proposed project location, licenses and permits required (if applicable) and the current status of the project.

FORM C - Project Narrative**Project Benefits**

Discuss the merits of the project and identify expected project outcomes including job creation, energy savings, GHG emission reductions, etc.

Proposed Timeline

Provide a proposed timeline for project milestones or events.

Note: A milestone/event could be a percentage of project completion, ground breaking or any other marker

Date	Milestone/Event

FORM D - Waste Stream

Waste Stream Description

Indicate if the proposed project will generate a waste stream. For activities that will generate a waste stream, describe the waste and your methodology for waste handling and disposal.

FORM E - National Historic Preservation Act

Description of Project Site

Does your project involve a building or structure included in the National Register of Historic Places (NRHP) or one eligible for inclusion in the NRHP?

☐

Yes

☐

No

If the proposed project involves a building or structure listed on or eligible for the NRHP, parishes must complete additional information in Item 5 of the EF-1 Environmental Questionnaire.

(Attachment C of the Program Guidelines)

For more information regarding the NRHP contact the Louisiana Office of Cultural Development – Division of Archaeology at (225) 342-8170. <http://www.crt.state.la.us/archaeology/homepage/>

Has Item 5 been completed for projects on or eligible to be included in the NRHP?

☐

Yes

☐

No

For every proposed project/performance site location, parishes must include a photo of the façade of the existing facility as well as a map showing its exact location.

Are photos and maps included as attachment to this form?

☐

Yes

☐

No

Provide information on the proposed project/performance site location.

Site Name	Site Address	Year of Completion	Square Footage
1.			
2.			
3.			
4.			
5.			

FORM F - National Environmental Policy Act

Application of NEPA to the Proposed Project

☐ The proposed project is categorically excluded from NEPA because it falls within the following category and does not involve “extraordinary circumstances” within the meaning of 10 C.F.R. Section 1021.410:

☐ Energy Efficiency Retrofits - limited to:

Installation of insulation, efficient interior and exterior lighting, HVA systems, high-efficiency shower/faucet upgrades, weather sealing, purchase and installation of ENERGY STAR® appliances, installation of solar powered appliances with improved efficiency, replacement of windows and doors.

☐ Building Codes and Inspections

☐ Development, implementation, and installation on or in any government building of onsite renewable energy technology - limited to:

- Solar Electricity/Photovoltaic on existing rooftops and parking shade structures; or a 60 kW system or smaller unit installed on the ground.
- Wind Turbine - 20 kW or smaller.
- Solar Thermal system - 20 kW or smaller.
- Solar Thermal Hot Water.
- Ground Source Heat Pump - 5.5-ton capacity or smaller, horizontal/vertical, ground, closed-loop system.
- Combined Heat and Power System - boilers sized appropriately for the buildings in which they are located.
- Biomass Thermal - 3 MMBtus per hour or smaller system with appropriate Best Available Control Technologies (BACT) installed and operated.

☐ The proposed project falls within the categories listed above but may involve “extraordinary circumstances” within the meaning of 10 C.F.R Section 1021.410, for the following reason(s):

☐ The EF-1 Environmental Questionnaire has been completed and attached.

☐ The proposed project is not categorically excluded, for the following reason(s):

☐ The EF-1 Environmental Questionnaire has been completed and attached.